

CS Form No.: _____
(Revised 1998)

Republic of the Philippines
LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

PLANTILLA OF CASUAL APPOINTMENT

Department/Office/Center: **PROPERTY OFFICE**

Source of Funds: PS 100 A. 1. a 01-121
Date Prepared by HRMDO: July 1, 2002

Name of Appointee/s	Position	Level	SG	Daily Wage Salary	Period of Employment		If Renewal Include Date of Previous Employment
					From	To	
① Virgilio C. Acilo	Clerk I	1	3	P 274.50	July 1, 2002.	December 31, 2002.	January 1, 2002 to June 30, 2002
2. Fe C. Calunangan	Clerk I	1	3	P 274.50	July 1, 2002.	December 31, 2002.	January 1, 2002 to June 30, 2002
3. Alex P. Bagarinao	Utility Worker I	1	1	P 231.00	July 1, 2002.	December 31, 2002.	January 1, 2002 to June 30, 2002
Note: 1-day service break/mo.							

The above named personnel are hereby hired/appointed as casuals at the rate of compensation stated opposite their names for the period indicated. It is understood that such employment will cease automatically at the end of the period stated unless renewed. Any or all of them be laid off anytime before the expiration of the employment when their services are no longer needed for funds are no longer available or the project has already been completed/finished or their performance are below par:

CERTIFICATION:

This is to certify that all requirements and supporting papers pursuant to CSC MC No. 40 s. 1998 as amended have been complied with, reviewed and found in order.

TERESITA L. QUINANOLA

HRMO IV

Date: July 1, 2002

APPROVAL:

Pinagtibay alinsulod sa resolusyon ng Komisyon ng Serbisyo Sibil Blg. 93-58-42 na may petsa Enero 1, 1994.

PACIENCIA P. MILAN
Appointing Authority

Date: July 1, 2002